

ADMINISTRATIVE - INTERNAL USE ONLY

POLICY AND PLANS GROUP

Trends and Highlights

February 1975

1. Responsibility for the records management functions of the Office of Security was transferred from the Security Records Division to the Policy and Plans Group effective 3 February..

2. The Program Call(FY1976 Operating Plan/FY1977 Program Plan/Program Projections for FY1978-81) was received and assigned to pertinent components of the Office of Security for compiling pertinent data. A study was forwarded seeking the concurrence of the DDA and Comptroller to reduce the number of Office of Security Resource Packages from eleven to three in number.

3. The components of the Office of Security were solicited for their communications requirements for the period FY1977-1981. A memorandum summarizing these requirements was forwarded to the Office of Communications through the DDA.

4. A statement of draft objectives of the Office of Security to be tracked during FY1976 and FY1977 at the DCI and Directorate levels was submitted to the DDA. With one exception, they are scheduled for completion in FY1976. The exception involves the updating of [REDACTED] over a five year period. Other objectives pertain to the reduction of hard-copy records of the Office of Security, the operational viability of Security Access Control System, an automatic security validation of vehicles entering the Head-

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5. The new amendments to the Freedom of Information Act became law 19 February. Another twenty-four requests were received during the month and numerous meetings were held to determine applicable policy for all Agency elements to follow. A Special Agent was assigned TDY from the [REDACTED] Office to assist in meeting the demands of FOIA activities within the ten day time-frame set by the new amendments.

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